



Draft

State

# Public Participation Process for Transportation Planning

Revised  
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Iowa Department of Transportation  
Office of Program Management  
800 Lincoln Way  
Ames, Iowa 50010

Phone:515-239-1288

# State Public Participation Process for Transportation Planning

## Purpose:

This public participation process was developed to offer Iowans the opportunity to help identify transportation issues, needs and priorities; plan how to meet those needs and priorities; and select transportation projects which turn the plans into reality. This means:

- 1) Information and opportunities for public involvement will be provided continuously throughout the planning and programming process.
- 2) Information will be widely distributed.
- 3) Comments will be sought and encouraged from the public, including transportation disadvantaged individuals and groups.
- 4) Public comments, suggestions and concerns will be listened to and considered when transportation decisions are made.

All public comments concerning development of the state transportation plan and the Statewide Transportation Improvement Program (STIP) will be documented to help ensure that the public is being heard.

The Iowa Department of Transportation (IDOT) is working with many partners to involve the public in transportation planning. Iowa's nine Metropolitan Planning Organizations (MPOs) and 18 Regional Planning Affiliations (RPAs) are also taking steps to inform and involve the public in metropolitan and regional transportation planning. Transportation planning at the state level will tie the regional and metropolitan plans together into a single statewide vision for the future. The DOT plans to coordinate state and local public participation activities where possible, eliminate duplicative efforts, and share the information and ideas we receive with each other.

## Structure:

The state public participation process is divided into three parts.

**Part I – The State Transportation Plan process** includes a summary of the various steps to ensure the public has an opportunity to participate throughout the development of the State Transportation Plan.

**Part II – The Iowa Transportation Improvement Program & Statewide Transportation Improvement Program (STIP)** summarizes a similar set of steps to be used throughout the development of the annual Statewide Transportation Improvement Program.

**Part III – Project Planning** summarizes the practices currently used by the IDOT to involve the public in project planning. The IDOT also encourages comment on the current ways the public can be involved in the location and development of individual projects.

Four appendices are also attached:

**Appendix A-Definitions** includes the definition of several transportation-related words and terms.

**Appendix B-Federal Regulations and Public Participation** contains a summary of the goals and requirements for the state public participation process, as defined in current federal regulations.

**Appendix C-Contacts** includes a map of the eight Iowa DOT District Transportation Planners areas, along with the name, address, phone, and fax number of each of the eight District Transportation Planners (DTPs). A second map of Iowa shows the nine Metropolitan Planning Organizations (MPOs) and the 18 Regional Planning Affiliations (RPAs). Also included in this appendix is a listing of the RPAs and MPOs with addresses.

**Appendix D-Questions, Questions, Questions** is intended to serve as a “quick reference” guide about public involvement in the development of the state transportation plan and the STIP.

*Some people are interested in all the details; others just want a summary. If you're in the latter group, we suggest you read the boldfaced steps in Parts I, II and III, and Appendix D, for an overview.*

Comments about the proposed state public participation process should be sent to the Iowa Department of Transportation, Office of Program Management, 800 Lincoln Way, Ames Iowa 50010, Attention – Public Participation. Comments may also be sent by fax to 515-239-1975 or e-mail: shawn.majors@dot.iowa.gov. Please call us at 515-239-1288, if you have questions about public involvement in transportation planning that are not answered by this information.

## **Part I – The State Transportation Plan Process**

The following steps will be used to involve the public in developing the planning process, which includes such items as:

- State Transportation Plan;
- Modal implementation plans; and
- Other plans, studies, updates, or policies.

### **1. Use appropriate electronic mailing lists to notify the public.**

The Office of Systems Planning maintains a database, which includes addresses of a variety of organizations, agencies and individuals' interested in or involved with transportation. A few of these include: MPO/RPA; county engineers and boards of supervisors; various advisory committees; and other individuals and groups.

This database and others are used as part of the public notification process. Notification on the availability of the IDOT's Web site, draft plans and information about key events and opportunities for public involvement is e-mailed to those listed. In addition to these e-mail notifications and the IDOT's Web site: <http://dot.state.ia.us>, other means of notifying the public include:

- issuing news releases to the media;
- providing news releases to interested statewide organizations for dissemination at meetings and through newsletters; and
- providing information through IDOT newsletters, other state/federal agency newsletters, bulletins, electronic bulletin boards, and Web sites.

### **2. Use advisory committees.**

Modal advisory committees have been established and will provide advice throughout development of the individual modal plans. Various other ad hoc advisory committees will be used as specific issues, policies and plans are developed. Membership will be broad based to assure appropriate public participation.

### **3. Hold regional public information/listening meetings, when appropriate.**

Periodically, and on an as-needed basis, the IDOT will hold public listening and public input meetings as well as roundtable discussion sessions within the IDOT's Transportation Districts. Attendees at public meetings are encouraged to submit formal written comments on the public comment forms provided, or on the Web site <http://dot.state.ia.us>. The public comment period is set at a minimum of 45 days. In addition, meetings are held with Regional Planning Affiliations (RPAs), Metropolitan Planning Organizations (MPOs), and other groups as requested.

4. **Use the Iowa Transportation Commission meetings.**

The Iowa Transportation Commission meetings held in Ames are used to update commission members, the media, and the public about the state transportation plan, implementation plans, and other specific transportation plans. In addition to the Ames meetings, regional commission meetings are held each year throughout the state. Members of the public are encouraged to present their comments and views concerning transportation issues at these meetings, and as scheduling permits, at the meetings in Ames.

5. **Encourage letters and written comments.**

Public comment forms are provided at public meetings, and letters are always welcome. In addition, public comments can be provided to the IDOT through the use of e-mail, fax machines and the IDOT's homepage on the Internet. Public comments are shared with the Iowa Transportation Commission for their consideration in the development of the statewide transportation plan.

6. **Distribute draft plans and documents for review.**

Upon completion of a draft plan or document, statewide distribution begins, using the appropriate mailing lists. A public review period of no less than 45 days is provided. During this period, regional meetings with the Transportation Districts may be held. (See steps 1, 3 and 5 for additional information.)

7. **Review state public participation process**

Public comment is invited and the state public participation process is revised, as needed, for use in the continuing development of Iowa's planning process. A 45-day public review period is provided if significant changes are proposed for the public participation process for transportation planning.

## **Part II – The Iowa Transportation Improvement Program The Statewide Transportation Improvement Program**

### **Background:**

The state generates two documents that identify projects for the primary highway program and transit system activities; a Statewide Transportation Improvement Program (STIP), and an Iowa Transportation Improvement Program (five-year program). Federal statutes require a Statewide Transportation Improvement Program (STIP).

The five-year program identifies primary highway and local transit system projects (as well as programs for aviation, railroads, river transportation, recreational trails, park and institutional roads, traffic safety, Revitalize Iowa's Sound Economy [RISE], transportation enhancements and the Iowa Clean Air Attainment Program [ICAAP]), using both state and federal funding. State-sponsored projects within the STIP are included in the five-year program. The five-year program does not include county road and city street improvements. Generally, it is approved by the Iowa Transportation Commission for publication in December of each year.

The STIP is a three-year program, which identifies roadway, transit and enhancement projects that are candidates for funding from the Federal Highway Administration (FHWA) or Federal Transit Administration (FTA), including state, federal, city and county improvements. City and county projects in the STIP are compiled from the 27 TIPs generated by the RPAs and MPOs. Generally, the STIP is scheduled for submittal to FHWA/FTA in September of each year in anticipation of an October 1 effective date.

Federal law requires broad public involvement in development of the STIP. Iowa's procedures offer many opportunities for the public to participate in programming activities. In the case of state-sponsored projects, significant statewide public participation is encouraged and facilitated during the development of the five-year program. The five-year program is also reviewed as a component of the 27 MPOs' and RPAs TIPs. MPOs and RPAs also have designated procedures for project selection and public input, all accomplished prior to including projects in the STIP. Each MPO and RPA has both technical and policy boards that participate in selection of projects within their geographic area. They also review all projects identified in the STIP.

Successful development of the STIP is dependent on completion of statewide public participation during development of state, MPO and RPA TIPs. Public participation efforts for highway and transit programs on state and local systems are accomplished by the IDOT and the 27 MPOs and RPAs. Coordination through the planning agencies provides broad opportunities for public review by informed participants.

Funding sources for primary highway projects are determined by the IDOT, based on various management tools and eligibility requirements. Projects determined to be candidates for federal funding are included in the STIP to ensure compliance with federal requirements. Primary road projects that are approved by the Iowa Transportation Commission are included in the STIP.

Following are summaries of public involvement procedures for both the five-year program and the STIP.

## **The Iowa Transportation Improvement Program (five-year program)**

### **1. Use the Iowa Transportation Commission Meetings.**

Proposals for various sections of the five-year program are reviewed with the Transportation Commission throughout the year. The primary highway program within the five-year program, the result of ongoing project selection and scheduling processes, is reviewed and updated each quarter if necessary. The transit program is developed by a combination of local and interagency programming groups, in cooperation with the Iowa DOT and FTA.

The Transportation Commission meets at least monthly, providing an opportunity for the public to discuss programming issues and to identify potential projects. The Transportation Commission also seeks citizen participation by conducting multiple public input meetings each year. These meetings are held in various locations around the state to accommodate participation by citizens statewide. Commissioners encourage representatives of RPAs and MPOs, as well as cities, counties, chambers of commerce, economic development groups and modal transportation providers to voice their comments concerning transportation policies and programs at the meeting. All other interested groups and individuals are also encouraged to attend.

### **2. Use public announcements and mailing lists to notify the public.**

The Iowa DOT website location is highly publicized to the public as a source of information. The website provides online access to all sections of the five year program.

Media releases are sent out prior to each Iowa Transportation Commission meeting and public input meeting encouraging citizens to attend. MPOs, RPAs, county engineers, county boards of supervisors, local economic development groups, chambers of commerce, city clerks (cities over 2500 pop.), mayors, county conservation boards, bicycle and pedestrian advisory committees, parks and recreation departments, utility associations, airports, transit agencies and rail service providers are made aware of these meetings.

## **The Statewide Transportation Improvement Program (STIP) and Amendments**

### **1. Use public announcements and broad distribution.**

The STIP is compiled from 27 MPO and RPA Transportation Improvement Programs (TIPs) during April and May each year. All TIPs are subject to project selection guidelines adopted by the respective programming agencies. The draft STIP is distributed in early June to DTPs, MPOs and RPAs.

An announcement is published in regional newspapers informing the public the draft STIP is available for review at the IDOT's Transportation District offices and at MPO/RPA offices. The announcement invites public comment. Copies are provided to interested parties upon request. The IDOT requests that the STIP be reviewed and commented on by all MPO/RPA technical and policy committees.

**2. Receive public comments.**

The minimum comment period for the proposed STIP is 30 days from the date of the public notice. Written comments by letter, fax, or e-mail are encouraged. The announcement also indicates when and where a statewide public meeting will be held to accept direct comments.

**3. Publish notices and receive comments on amendments.**

Amendments are required when a project is proposed to be included in the STIP, but has not been the subject of public review related to the federal-aid program. Notice of the proposed amendment(s) is published in the appropriate regional newspaper(s) inviting public comment. Materials are available for review at the applicable Transportation District and MPO/RPA offices. All 27 MPOs and RPAs are notified of the proposed amendment(s) and their comments are invited. The minimum comment period for proposed amendments is 14 days from the date of the public notice.

## Part III – Project Planning

Public involvement varies widely in the development of individual transportation infrastructure projects that receive public funding. For instance, in the case of roadways, public funding is provided only for publicly owned facilities. Specific opportunities for public involvement in the planning and programming of individual construction projects are required. However, in the case of public financing provided for rail, aviation, transit and trail facilities, the facilities may be owned by a private, non-profit, or local government body. Public involvement in the development of these projects is left up to the owner of the facility. In the case of transit, public finance is provided for capital projects and some operation and planning costs and public involvement takes place earlier in the long-range planning and programming stages.

Current public participation activities in the planning and development of individual transportation projects are summarized below.

**Highway:** Public involvement in primary highway project development is coordinated by the IDOT's Office of Location and Environment. A detailed state *Action Plan* was developed by the IDOT's predecessor, the Iowa State Highway Commission, in 1973. It described the highway project planning and design process and included the various opportunities for public involvement. The *Action Plan* was replaced by the *Iowa Dept of Transportation's Project Development Public Involvement Plan* in April 2002. This plan was approved by FHWA and it implements the public involvement processes identified in the *Can-Do Manual*. The application of and techniques for public involvement can be obtained from chapters 5 & 6 of the *Can Do Project Development Process Manual*.

The IDOT currently classifies each programmed state highway project to determine planning and development activities needed to meet the objectives of the project. The classification is determined by the environmental significance of the project. The concurrence of the FHWA is obtained for those projects that will use federal funds.

The following information describes the three classifications and the public involvement activity for projects in each of the classifications. The procedures incorporate both state and federal statutory requirements. The three project classifications are:

**Type I -** These projects include major changes that involve substantial planning, time, resources and expenditures. These projects are of primary importance and require the preparation of an environmental document (either an Environmental Impact Statement [EIS] or an Environmental Assessment [EA]). Type I projects include: major highway reconstruction, any new controlled access freeway, any highway project of four or more lanes on a new location and new construction or extension of a separate roadway for buses or high-occupancy vehicles not located within an existing highway facility.

**Type II -** These projects involve minor changes and include various types of projects where the environmental impact is not clear. For example, a bridge replacement project or reconstruction on existing alignment might be classified as a Type II project. Typically, a Type II project requires an EA or Categorical Exclusion (CE) action.

**Type III -** Projects, which involve repair, replacement, or operational improvements, are classified as Type III projects. This includes improvements to existing highway sections and construction of complementary highway facilities. Type III projects have minimal impact on the environment and generally require the least amount of environmental evaluation and public participation. Examples of Type III projects include: pavement replacement; construction of bicycle and pedestrian lanes, paths, and facilities; ridesharing activities; and the rehabilitation of buses and rail cars.

The public is involved in each major stage of a Type I project, including the selection of a general location for new construction and the design of the project. Type I projects generally start out as planning studies. These studies are identified in the "Planning Study Section" of the Iowa Transportation Improvement Program. Public hearings and informal public meetings are held in the area of the proposed project to allow the public to comment on the location and design concept of a project. Notices are placed in area newspapers to alert the public of the scheduled public involvement opportunities. Written notification is made with federal, state, and local public agencies affected by the project. In addition, local interest groups are individually notified on a project-by-project basis.

Public involvement activities for Type II projects requiring an EA and some CE projects also include notices in newspapers, public meetings and public hearings. Public involvement in Type III projects is related to the anticipated impact of the project. A public meeting may be held if significant right-of-way, traffic detour or intersection changes are involved. A public involvement activity will occur for all projects that require right-of-way acquisition whether the project is federal aid or not.

The procedures are slightly modified for secondary (county) and municipal (city) road/street projects, which receive federal funding. The county or city generally administers the project development. The IDOT retains approval authority for various documents and actions.

**Aviation:** Publicly owned airports in Iowa involve the public in the development of master plans and five-year capital improvement programs. Specific improvement projects are subsequently identified during the annual city or county budget process, and applications may be submitted for federal or state airport construction funds. Both the Federal Aviation Administration (FAA) and the IDOT ask that airports consult with airport users and jurisdictions within the service area regarding the impacts and benefits of proposed projects when developing funding applications. The specific procedures for public involvement are determined by individual airports.

**Rail:** Railroads, shippers, cities, and counties can apply for state and federal funding to help finance the construction or rehabilitation of rail branch-lines. There are also a variety of programs for increasing crossing safety and adding capacity. Projects which use either state or federal funding must meet certain guidelines, and applicants are encouraged to involve the public in the development of the project. Legal notices placed in newspapers, public hearings, public information meetings, and shipper surveys are used to obtain citizen participation in the rail planning process. Regular input is provided through periodic Rail Advisory Committee (RAC) meetings. RAC participants include representatives of Iowa's rail carriers, the Iowa Railway Passenger Association (IRPA) and railroad labor organizations. In addition, each rail project is presented to the Iowa Transportation Commission for its review and approval or included as an annual program identified in the Iowa Transportation Improvement Program.

**Recreational Trails:**

State or local government agencies, cities, counties, and/or nonprofit organizations can apply for state funding to help finance trail development. Projects, which use state funding, must meet the design guidelines adopted in the Trails Plan 2000. Applicants are encouraged to involve the public in the detailed design and development of individual trail projects. However, the specific procedures for public involvement are left up to the applicant. Generally, there is a great deal of public interest and involvement.

**Transit:** Regional and urban public transit agencies may apply for state and federal transit funding assistance to purchase and maintain vehicles, and for general operations. Therefore, public involvement in transit planning takes place earlier, during the development of the State Transportation Plan and in the programming of specific capital purchases.

**Water:** Federal or state funding is not provided through the IDOT for water transportation in Iowa. Federal funding for maintaining locks and dams, and dredging on the Mississippi and Missouri rivers is administered by the U.S. Army Corps of Engineers.

**For further information** on project planning in any of these areas, contact the IDOT District Transportation Planner for your area.

## Appendix A - Definitions

**IDOT Transportation Districts** - The IDOT strives to better meet the needs of the public and the demands of an integrated transportation system. A total of 8 District Transportation Planners (DTPs) have been named to provide planning coordination for areas of the state and generally coincide with the boundaries of Regional Planning Affiliations (RPA). The District Transportation Planner will generally be the “contact point” for questions and comments about planning and programming issues.

**Metropolitan Planning Organizations (MPOs)** - MPOs are planning organizations, designated by federal law and established by governors and local governments, to consider issues in urbanized areas with populations of 50,000 or more. MPOs vary in political structure, but usually include an overall governing body made up of local elected officials from city, county, state and other governmental entities. Each of Iowa's 9 MPOs has also established a Transportation Policy Committee and a Transportation Technical Committee to address transportation planning and programming issues in the metropolitan area. Federal law requires that each MPO develop a metropolitan transportation plan and transportation improvement program. They are incorporated into the State Transportation Plan and the STIP.

**Project Planning** - The location and development phases of individual projects. Project planning is the third stage of transportation planning.

**Public hearing** - A formal meeting which provides a governmental agency the opportunity to present information to the public and provides the public an opportunity to comment, both orally and in writing. Members of the public may individually present their comments. A transcript of the hearing proceedings and written correspondence is prepared. Public hearings are often used to involve the public in planning major highway projects.

**Public information meeting** - A less formal opportunity for governmental agencies to exchange information with the public and listen to their views. Informal public meetings range from large group meetings, where public discussion may be recorded and summarized, to open houses where information is exchanged but public comments may not be recorded.

**Public participation** - An open process which seeks and encourages continuous public involvement throughout the development of transportation plans, programs, and projects.

**Regional Planning Affiliations (RPAs)** - The 18 RPA regions have been formed in Iowa to provide grassroots comments in the development of the state transportation plan and STIP. All RPAs are set up along county lines, as established by the local governments in an area. Each RPA has established a Transportation Policy Committee and a Transportation Technical Committee to address planning and programming issues in the regional area. Each RPA is responsible for developing a regional transportation plan and regional transportation improvement program, which are incorporated into the state transportation plan and the STIP.

**State Transportation Plan** – A document which describes the existing transportation system, identifies issues, discusses needs, provides policy direction, and defines the direction for planning and project development during the next 20-year period. The plan is the product of the earliest phase of transportation planning, and is viewed as the basis for the continuous planning process. The written plan will be revised periodically to reflect new developments.

**Iowa Transportation Improvement Program (five-year program)** – A document prepared by the IDOT as required by Iowa law [Code of Iowa Chapter 307.10]. The five-year program shows the improvements proposed on Iowa's state highways during the next five years, using both federal and state funding. In addition to listing anticipated state highway improvement projects and state highway planning studies, the five-year program discusses funding programs for aviation, railroads, river, recreational trails, park and institutional roads, and public transit. The five-year program is the product of the second phase of transportation planning, and is reviewed and updated annually.

**Statewide Transportation Improvement Program (STIP)** – The STIP is a document, which federal law requires each state to submit to the FHWA and the FTA for approval. The STIP is a list of all projects which are expected to be funded during the next three years using federal funds provided under federal law or, more specifically, under U.S. Code Title 23 and the Federal Transit Act. A state may submit a STIP that covers a longer period of time and includes regionally significant transportation projects not funded under federal law.

**Transportation Enhancement Activities** – Federal law requires a certain portion of federal funds be used for activities that enhance the environmental, scenic, or cultural quality of an area affected by a transportation facility. The federal regulations list activities which qualify for transportation enhancement funding.

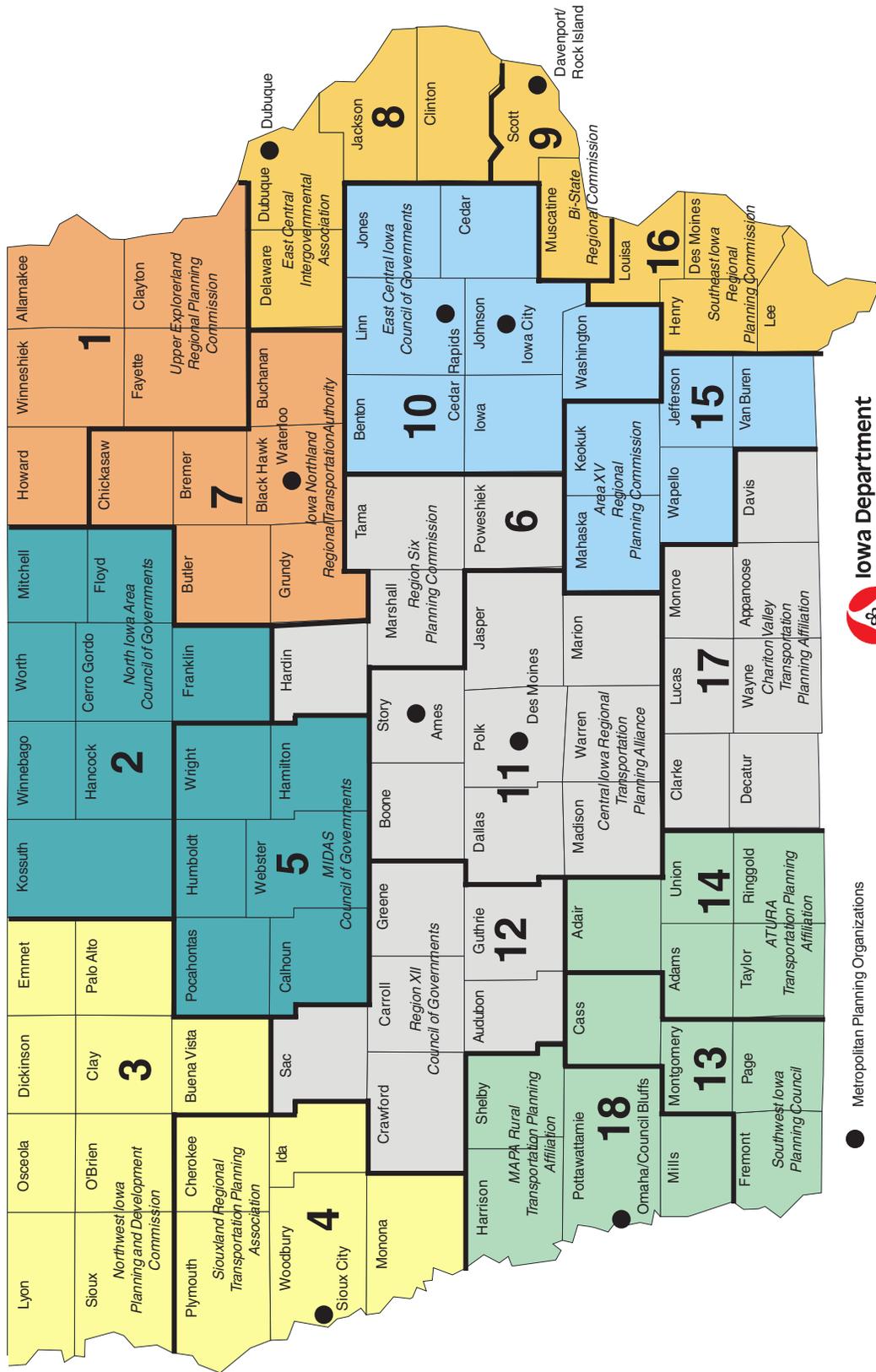
## **Appendix B – Federal Regulations and Public Participation**

The federal regulations concerning statewide planning under federal law require that state public participation processes provide for:

1. early and continuing public involvement opportunities;
2. timely information to citizens and agencies;
3. reasonable public access to information;
4. adequate notice of public involvement activities;
5. time for public review and comment at key decision points;
6. a process for demonstrating explicit consideration and response;
7. a process for seeking out and considering the needs of those traditionally underserved by existing transportation systems, such as low-income and minority households which may face challenges accessing employment and other amenities;
8. publication of the proposed procedures for public involvement;
9. a 45-day period for the public to comment on existing and proposed procedures for public involvement throughout the statewide transportation planning and programming process; and
10. periodic review of the effectiveness of the public participation process.



# Metropolitan Planning Organizations and Regional Planning Affiliations



● Metropolitan Planning Organizations  
— Regional Planning Affiliations

<b>Agency</b>	<b>RPA Information Address/Phone/Fax</b>	<b>Agency</b>	<b>RPA Information Address/Phone/Fax</b>
RPA 1	Upper Explorerland Regional Planning Commission 134 West Greene P.O. Box 219 Postville, IA 52162-0219 563-864-7551 fax: 563-864-7535	RPA 8 and Dubuque MPO	East Central Intergovernmental Association 3999 Pennsylvania Avenue, Suite 200 Dubuque, IA 52002 563-556-4166 fax: 563-556-0348
RPA 2	North Iowa Area Council of Governments 121 Third Street, NW Mason City, IA 50401 641-423-0491 fax: 641-423-1637	RPA 9 and Davenport MPO	Bi-State Regional Commission 1504 Third Avenue P.O. Box 3368 Rock Island, IL 61204-3368 309-793-6300 fax: 309-793-6305
RPA 3	Northwest Iowa Planning & Development Commission 217 West Fifth P.O. Box 1493 Spencer, IA 51301 712-262-7225 fax: 712-262-7665	RPA 10	East Central Iowa Council of Governments 108 Third Street, SE Suite 300 Cedar Rapids, IA 52401 319-365-9941 fax: 319-365-9981
RPA 4 and Sioux City MPO	Siouxland Regional Transportation Planning Assoc. 507 7th Street, Suite 401 P.O. Box 447 Sioux City, IA 51102 712-279-6286 fax: 712-279-6920	RPA 11	Central Iowa Regional Transportation Planning Alliance 6200 Aurora Avenue, Suite 300W Urbandale, IA 50322-2866 515-334-0075 fax: 515-334-0098
RPA 5	MIDAS Council of Governments 602 1st Avenue South Fort Dodge, IA 50501-4604 515-576-7183 fax: 515-576-7184	RPA 12	Region XII Council of Governments 1009 East Anthony P.O. Box 768 Carroll, IA 51401 712-792-9914 fax: 712-792-1751
RPA 6	Region Six Planning Commission 905 East Main Street, Suite A Marshalltown, IA 50158-4911 641-752-0717 fax: 641-752-9857	RPA 13	Southwest Iowa Planning Council 1501 Southwest 7th Street Atlantic, IA 50022 712-243-4196 fax: 712-243-3458
RPA 7 and Waterloo MPO	Iowa Northland Regional Transportation Authority 501 Sycamore, Suite 333 Waterloo, IA 50703 319-235-0311 fax: 319-235-2891	RPA 14	ATURA Transportation Planning Affiliation Southern Iowa Council of Governments 101 East Montgomery Street P.O. Box 102 Creston, IA 50801-0102 641-782-8491 Fax: 641-782-8492

Agency	RPA Information Address/Phone/Fax
RPA 15	Area 15 Regional Planning Commission Video Conferencing Training Center 651 Indian Hills Drive, Building 17 P.O. Box 1110 Ottumwa, IA 52501 641-684-6551 fax: 641-684-4894
RPA 16	Southeast Iowa Regional Planning Commission 200 Front Street Suite 400 Burlington, IA 52601-5303 319-753-5107 fax: 319-754-4763
RPA 17	Chariton Valley Planning & Development 205 ½ N. 13th Street Suite A Centerville, IA 52544 641-437-4359 fax: 641-437-1406
RPA 18 and Council Bluffs MPO	MAPA Rural Transportation Planning Affiliation 2222 Cuming Street Omaha, NE 68102 402-444-6866 fax: 402-342-0949

<b>Agency</b>	<b>MPO Information Address/Phone/Fax</b>
Ames MPO Organization	Ames Area Metropolitan Planning 515 Clark Avenue PO Box 811 Ames, IA 50010 515-239-5202 fax: 515-239-5142
Cedar MPO	Linn County Regional Planning Rapids Commission Sixth Floor City Hall 50 Second Avenue Bridge Cedar Rapids, IA 52401 319-286-5041 fax: 319-286-5141
Council Bluffs MPO & RPA 18	Metropolitan Area Planning Agency 2222 Cuming Street Omaha, NE 68102 402-444-6866 fax: 402-342-0949
Davenport MPO & RPA 9	Bi-State Regional Commission 1504 Third Avenue P.O. Box 3368 Rock Island, IL 61204-3368 309-793-6300 fax: 309-793-6305
Des Moines MPO	Des Moines Area Metropolitan Planning Organization 6200 Aurora Avenue, Suite 300W Urbandale, IA 50322-2866 515-334-0075 fax: 515-334-0098
Dubuque MPO & RPA 8	East Central Intergovernmental Association 3999 Pennsylvania Avenue, Suite 200 Dubuque, IA 52002 563-556-4166 fax: 563-556-0348
Iowa City MPO	Johnson County Council of Governments 410 East Washington Street Iowa City, IA 52240 319-356-5252 fax: 319-356-5009
Sioux City MPO & RPA 4	Siouxland Interstate Metropolitan Planning Council 507 7th Street, Suite 401 P.O. Box 447 Sioux City, IA 51102 712-279-6286 fax: 712-279-6920
Waterloo MPO & RPA 7	Iowa Northland Regional Council of Governments 501 Sycamore, Suite 333 Waterloo, IA 50703 319-235-0311 fax: 319-235-2891

## **Appendix D - Questions, Questions, Questions**

The following list of questions and answers is intended to serve as a “quick reference” guide about public involvement in the development of the State Transportation Plan and the STIP.

### **Who do I call, if I have questions about the State Transportation Plan or the STIP?**

Members of the public are encouraged to phone, fax, e-mail or submit written questions about the State Transportation Plan or the STIP to the IDOT District Transportation Planner for the area in which they live. A map of the eight IDOT District Transportation Planner areas - along with address, phone and fax information - is shown in Appendix C - Contacts.

### **Where will draft copies of materials be available for review?**

Draft copies of materials will be available for public review and comment at the IDOT's Web site: <http://dot.state.ia.us>. Copies will also be provided to RPAs, MPOs and state agencies.

### **How do I have my name (or organization's name) added to or removed from the mailing list?**

To add or remove a name, write or call the Iowa Department of Transportation, Office of Program Management, 800 Lincoln Way, Ames, Iowa, 50010, Phone: 515-239-1288 or e-mail: [shawn.majors@dot.iowa.gov](mailto:shawn.majors@dot.iowa.gov). If you wish to remove a name, it is helpful if you mail in a copy of the address label from the material you received.

### **Where do I send written comments about the State Transportation Plan or the STIP**

Written comments about the State Transportation Plan or STIP should be mailed to the IDOT District Transportation Planner for your area. Written comments may also be sent by fax to 515-239-1975.

### **Who do I call to find out the schedule for upcoming Iowa Transportation Commission meetings or upcoming Modal Advisory Committee meetings?**

Contact the IDOT District Transportation Planner for your area.

### **How will my comments be considered as the State Transportation Plan proceeds?**

The District Transportation Planner will forward copies of all written comments about the plan update, and any written responses to comments, to the director of the IDOT's Office of Systems Planning in Ames. The information will be provided to appropriate advisory committees and the Iowa Transportation Commission for consideration.

A summary of the public comments gathered through written comments or letters, listening meetings, and Transportation Commission meetings will be made available to the public upon request.

## **How will my comments be considered in the development of the STIP?**

The District Transportation Planner will forward copies of all written comments about the STIP, and any written responses to those comments, to the director of the IDOT's Office of Program Management in Ames. The information will be shared with the Iowa Transportation Commission for consideration in development of the STIP.

A summary of public comments and the responses to the comments will be distributed for public review along with the draft STIP. They will also be forwarded to FHWA for consideration prior to adoption of the STIP.